

WEST CENTRAL ATHLETIC HANDBOOK
2006-2007
WEST CENTRAL ATHLETIC DEPARTMENT
1852 S U.S. 421
FRANCESVILLE, IN 47946

• **FOREWORD**

This handbook is designed to acquaint the school staff with the policies and procedures that have been established for interscholastic athletics at West Central Middle/High School. In addition, it is designed to inform interested school personnel of the intentions and goals of the competitive sports program. The athlete not only develops mentally and physically through participation in the athletic program, but also he/she broadens the concepts of teamwork and sportsmanship. Therefore, we believe that interscholastic athletics should play an important part in the total educational program at West Central Middle/High School.

• **PHILOSOPHY**

West Central Middle/High School expects its student athletes to have such attributes as dedication, self-sacrifice, and the sincere desire to be the best athlete possible 365 days a year. This person should have great pride in his school, in his athletic program, and above all, pride in himself. It is felt that all of those involved with any part of the athletic program should conduct themselves in the same manner as our athletes. We expect our athletes, managers, and all other people associated with the athletic department to set an example for the younger people in our community who have ambition of becoming a part of our athletic program. You need a thorough understanding of our athletic rules, regulations, requirements and standards. Athletics are a privilege and the rights and responsibilities of the student-athlete are not the same as all other students.

• **RESPONSIBILITIES OF AN ATHLETE**

The athlete automatically assumes a leadership role when he/she becomes a member of an athletic squad. The privilege of participating in our athletic program is extended to all students, providing they are willing to assume certain responsibilities:

- A. Display exemplary SPORTSMANSHIP.
- B. Bring nothing but credit to himself/herself, the athletic program and the school.
- C. Display proper respect for those in authority, including teacher's coaches, officials and most of all your opponents.
- D. Improve physically and to develop strength of character.
- E. Achieve and maintain a scholastic standing in the classroom.
- F. Develop an extreme sense of loyalty to fellow students, the school and the community.
- G. Use language that is socially acceptable. Profanity, vulgar talk, and obscene gestures will not be tolerated on or off the playing surface.
- H. Because of the athlete's high standing in the school and community the athlete must never place himself/herself in a position where he/she has to defend his actions on or off the field.

**ALL STUDENT-ATHLETES AND THEIR PARENTS/GUARDIANS
ARE REQUIRED TO BE KNOWLEDGEABLE OF THE ATHLETIC
HANDBOOK RULES AND REGULATIONS. THE ATHLETIC CODE
IS IN EFFECT 365 DAYS A YEAR.**

- **WEST CENTRAL MIDDLE/HIGH SCHOOL ELIGIBILITY RULES**
(In addition to I.H.S.A.A. Rules)

1. If an athlete is declared ineligible for a nine-week term because of failing grades, he/she will be able to practice for one nine week term. At that time it will be decided whether or not he/she may return to the team in good standing.
2. If it is known that an athlete becomes ineligible on a date that coincides with IHSAA eligibility he/she is ineligible immediately and may not participate that night. If the athlete has been ineligible for that nine weeks, he may participate again when it is certain he/she is eligible on the date that coincides with IHSAA eligibility following the end of the grading period.
3. Middle school eligibility will be determined with every progress report and the final grade report at the end of each nine-week term. Students may fail no more than one class in order to continue in the activities. If an athlete is declared ineligible due to failing grades, he/she will be able to practice but **not participate** in games for that period of time. The next progress report (or final nine-week grade report) will determine whether or not he/she may return to the team in good standing.
4. Any athlete who is under penalty of suspension from school automatically becomes ineligible to participate in the athletic program for the duration of the suspension.
5. Any athlete whose character or conduct reflects discredit upon the school or the athletic program may be declared ineligible to participate in the athletic program by action of the Athletic Director and/or coach.
6. The Athletic Council is charged with the responsibility of determining the eligibility status of students who are under the guidance of juvenile authorities.

- **TWO SPORT ATHLETES / SAME SEASON**

All sports will start according to the IHSAA schedule. Athletes may participate in more than one sport during the same season as long as the following criteria are met:

1. Both coaches agree to the athlete's wishes to compete in more than one sport.
2. Coaches and athlete must work out practice and game schedules to the agreement of all parties involved.
3. A signed form must be on file in the Athletic Office with the signatures of all parties involved.
4. If both coaches cannot come to an agreement, then the student athlete must choose one sport.

- **QUITTING A TEAM**

1. Once a student begins practice in a sport and his/her squad membership is terminated by the athlete or the coach for a reason other than being "cut" due to lack of ability, he/she are ineligible to practice or participate in any other sport during that season unless given approval by the Athletic Director and mutual consent of the involved coaches.
2. Any athlete who "quits" a team may not try out for the sport of the next season until the team he/she quit finishes their respective season. Mutual consent of the two coaches involved and the Athletic Director may waive this. (This includes pre-season conditioning.)

- **SCHOOL ATTENDANCE**

1. To be eligible to participate in practice or a contest, the athlete must be at school at or before 11:30 a.m. (school time) and remain in school throughout the remainder of the day.
2. If student leaves school due to illness or is sent home – student would not be allowed to practice or participate in athletics that day.
3. Exceptions to the above rules are such things as medical appointments or pre arranged absences with a school administrator. Appropriate documentation is necessary.

- **DISCIPLINE POLICY FOR THE VIOLATION OF TRAINING RULES**

1. The following training rules violations and penalties will be in force 365 days a year.
2. A student participating in athletics at West Central Middle/High School is a representative of the school and is known to the community as an athlete.
3. If the athlete violates training rules at any time, he/she brings discredit to West Central and their community, no matter when the offense occurs during the year. (These rules apply to all auxiliary personnel-managers, stat people and etc.-as well as to athletes.)

• **ALCOHOL AND TOBACCO USE, POSSESSION and/or ASSOCIATION**

1. The use, possession, and/or association with any form of alcoholic or tobacco products by an athlete are prohibited. It has clearly been demonstrated that alcohol and tobacco are harmful to an athlete. The use, possession and/or association with these items not only do harm to the athlete, but also to the team, sport, school and community.
2. The consumption of alcoholic or tobacco products is considered use.
3. Any alcoholic or tobacco products found in athletes vehicle, residence, or on himself/herself constitutes possession.
4. An athlete who put himself/herself in a situation where these products are being used and does not remove himself or herself from the situation in a reasonable time period is considered to be in association with the products.
5. It is also a violation of the disciplinary code to possess, provide to another person, or to assist in (such as being a "look-out") the use of tobacco or any other smoking material, or any substance which is, looks like, or which is or was represented to be a tobacco product. Disciplinary action will result.

#1 - FIRST INFRACTION: The first infraction of the preceding training rules will result in the following disciplinary action:

- a. Use will result in a minimum suspension of 30% of the scheduled contests involving the team on which the athlete participates. (THE ATHLETIC DIRECTOR and/or COACH RESERVE THE RIGHT TO GIVE ADDITIONAL PENALTIES).
- b. Possession and/or association will result in a minimum suspension of 30% of the scheduled contests involving the team on which the athlete participates.
- c. If the infraction occurs at the time when less than the number of contests suspended remain, the number of contests not served will carry over into the athlete's next season (the athlete may not be able to use a sport which he/she has not had prior participation in to terminate the carry-over contests.)
- d. Contests cancelled due to weather will not be considered suspension time.
- e. The athlete will attend all practices and appear in street clothes on the bench with the team at contests. He/she will also aid the coach in practices and at games (keeping stats, books, etc.).
- f. Any athlete who still has suspension time to serve when his/her season ends will be ineligible to receive any award / letter for that sport.
- g. Suspended athletes will not be allowed to miss school for athletic contests.
- h. Athletic probation for one school year.
- i. Probation can include: Assessments (following all recommendations), counseling and drug tests. Student and/or parent will assume all costs. A student will be placed in good standings after all are completed. If a student receives a positive drug test, there will be no additional penalty at this time. The athlete will be required to retest within 30 days. If the second drug test is positive, the athlete will be in violation of the athletic code. If the second test is negative, the athlete will return to good standings if all other recommendations are followed.

#2 - SECOND INFRACTION: The second infraction of the preceding training rules will result in the following disciplinary action.

- a. Use will result in a suspension from athletics for one calendar year.
- b. Possession and/or association will result in a suspension from athletics for one calendar year.
- c. Will be governed by rules 1C, 1D, 1E, 1F, 1G and 1H from the preceding section.
- d. An athlete who has been suspended a second time is ineligible to receive an award in the sport he/she was involved in at the time of the infraction.
- e. The athlete will be advised at the time the second suspension is instated that he/she must be reinstated by the Athletic Director to be a candidate for any athletic squad at West Central Jr.-Sr. High School.
- f. Athletic probation for one school year – as defined in 1I.

#3 - THIRD INFRACTION: The third infraction involving alcoholic or tobacco products will result in suspension from athletics for remainder of high school career

- **USE, POSSESSION AND/OR ASSOCIATION WITH ILLEGAL DRUGS OTHER THAN ALCOHOL & TOBACCO**

The use of such drugs leads to the deterioration of the mind, body, spirit and overall health of the individuals using them. The possession of illegal drugs by a West Central Athlete cannot be justified under any circumstances; possession will be considered as serious as offense as their use.

FIRST INFRACTION: Suspension from athletics for one calendar year. Refer to #2 under Alcohol and Tobacco penalty.

SECOND INFRACTION: Suspension from all athletics for remainder of high school career. Refer to #3 under Alcohol and Tobacco penalty.

- **GAMBLING, THEFTS, MISDEMEANORS, VANDALISM and CRIMINAL OFFENSES**

FIRST INFRACTION: The disciplinary action for the first violation of this training rule resides with the discretion of the Athletic Director. The Athletic Director will take the seriousness and the circumstances surrounding this violation into consideration when making a decision. Refer to #1 under Alcohol and Tobacco penalty.

SECOND INFRACTION: The disciplinary action for the second violation of this training rule is the same as for the first offense; the disciplinary action to be taken resides with the discretion of the Athletic Director and/or Athletic Council. Refer to #2 under Alcohol and Tobacco penalty.

1. Any student convicted of a felony or a delinquent act, which would be a felony if an adult, will be suspended permanently from West Central athletics at the time of conviction.
2. Any student convicted of a misdemeanor or a delinquent act, which would be a misdemeanor if an adult, could be subject to a one-year suspension from the time of conviction.
3. Any student involved / accused / charged with a felony or misdemeanor and agrees to a pre-trial deferral agreement is still subject to suspension.

- **POSSESSION OF WEST CENTRAL EQUIPMENT/UNIFORMS**

1. When an athlete is issued school equipment for use during a sports season, he/she becomes responsible for the equipment issued and must return the equipment to his/her coach when asked for by the specific coach.
2. Penalty: Suspension / Expulsion from an amount of athletic contests/season (determined by the coach and/or Athletic Director). Penalty will be in effect until equipment is returned or the replacement value of the equipment is paid in full. No recognition or awards will be allowed until

all equipment/uniforms are returned

- **COACHES' RULES**

1. Each head coach may furnish their athletes with specific rules and/or regulations, which apply to that sport as that coach deems appropriate (the coach will put these in writing and give each team member a copy). To remain a member of that team, the athlete will be expected to adhere to those rules as well.
2. COACHES RULES CAN BE TOUGHER THAN THE CODE OF CONDUCT.

- **SPECIFIC PROBLEMS**

1. Problems with an individual coach (example: insubordination, disrespect, individual coach's rule violation, etc.).
2. Penalty: Suspension / Expulsion from an amount of athletic contests/season (determined by the coach and/or Athletic Director).

- **SCHOOL SUSPENSION**

1. Athletes suspended OUT of school are not eligible to participate in practice or contests until they return to school from their suspension.
2. Athletes suspended IN school are subject to additional penalties as determined by coach and/or athletic director.

- **THE PROCEDURE FOR THE VIOLATION OF TRAINING RULES**

1. The importance of training rules should be apparent to everyone.
2. Coaches have an obligation to report any violation observed or brought to their attention.
3. If an athlete is reported by a valid source (principal, coach, teacher or law enforcement authority) for the violation of the training rules, his/her case will be investigated immediately by the Athletic Director. The violations need to be reported within a reasonable time period of the violation as determined by the athletic director and/or athletic council.
4. If the investigation by the Athletic Director does not substantiate the charges, the source of the charge will be notified and the case will be dropped.
5. If, however, the findings of the Athletic Director substantiate the charges, the Athletic Director will take the appropriate action as outlined in the athletic code.
6. All athletes and their parents have the right to attend a hearing before the Athletic Council, if they wish to appeal the Athletic Director's decision.
 - a. The student and at least one of his/her parents may be asked to meet with the Athletic Council.
 - b. The student and parent(s) will be informed of the charges and the source of the charges.
 - c. The student and parent(s) will be provided with the opportunity to present evidence to exonerate him/her from the charges. Both the student and parent(s) will be allowed to question members of the Athletic Council.
 - d. The student and parent(s) will be informed of the decision of the Athletic Council.

- **ATHLETIC COUNCIL**

The West Central Middle/High School Athletic Council is the legislative body for the athletic program. The athletic council shall have the responsibilities in the areas of approving athletic policy, deciding special awards, acting upon appeals made by athletes concerning the code of conduct, and taking care of any unusual circumstances that might arise. The Athletic Council consists of the following; the Athletic Director and all head coaches. A majority vote will rule the decision with the majority being

more than half the members present.

- **PROBATION DEFINED:**

This is a period of time when the athlete's conduct is carefully supervised by the coach, athletic director and athletic council. If an athlete is found to be in violation of an athletic rule while on probation, further disciplinary action will be taken.

- **WEST CENTRAL HIGH SCHOOL ATHLETIC AWARDS SYSTEM**

The West Central Athletic Department believes there should be a sound basis for the awarding to those who participate in the sports program. The following standards in each sport have been established which must be met before an award can be given.

1. To be eligible for any award, the athlete must comply with the following:
 - a. Obey all training rules set down prior to the season.
 - b. Maintain a proper attitude toward the school, coaches and teammates.
 - c. Keep scholarship at the level required by the school.
 - e. Fulfill the requirements of participation established for the sport.
 - f. Must be in good standing according to the athletic code to be eligible for award/letter.
2. An athlete will receive only a certificate when not receiving any other type of awards

- **HIGH SCHOOL / MIDDLE SCHOOL AWARDS SYSTEM**

All High School and Middle School athletes in good standing will receive a certificate award of participation or a varsity letter.

Varsity Plaque Awards:

1. Trojan Sportsmanship Award
1. Coaches Choice
2. Coaches Choice
3. Coaches Choice
4. Coaches Choice
5. Any additional awards must be certificates w/frame (please limit).

Jr. Varsity Plaque Awards:

1. Trojan Sportsmanship Award
2. Coaches Choice

Freshman:

1. Trojan Sportsmanship Award

Middle School:

1. Trojan Sportsmanship Award (per grade)

Each Sport will have separate awards nights from other sports. The Athletic Director and the Varsity Coach of each sport will establish each awards night. The awards night for each sport will be "program wide", which means all grade levels will be included. The varsity coach of each sport will decide on the format and agenda for the awards night. It was also recommended that all the awards nights be held in the HS cafeteria.

